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QUARTERLY REPORT

OF

VOCATIONAL SCHOOL FOR GIRLS

HELENA, MONTANA

APRIL 1, 1956

VOCATIONAL SCHOOL FOR GIRLS

HELENA, MONTANA

PROPOSED BUDGET

1956-1957

ADMINISTRATION

Salaries			
Superintendent		5,000.00	
Field Visitor	4,500.00		
Business Manager	4,200.00		
Medical & Dental	1,500.00		
Matrons	13,000.00		
Others	200.00	23,400.00	
Operation			
Office Supplies & Expense		500.00	
Travel		1,000.00	
Administration Sup. & Exp.		500.00	
Special Supply and Expense		800.00	
P.E.R.S.		1,500.00	
Capital			
Petty Equipment		100.00	
Administration Library		50.00	
Repairs and Replacements			
Machinery and Appliances		300.00	
Furniture and Fixtures		700.00	
TOTAL ADMINISTRATION			33,850.00

EDUCATIONAL SYSTEM

Salaries			
Principal	3,500.00		
Teachers	17,500.00		
Band & Orchestra	900.00	21,900.00	
Operation			
School Supplies		500.00	
Dept. Supplies & Expense		300.00	
Vocational Supplies & Expense		300.00	
Films & Text Books		400.00	
Subscriptions & Periodicals		73.00	
Teachers Retirement		622.00	
Capital			
Library & Reference		100.00	
Home Ec. Department		200.00	
Repairs and Replacements			
Machinery & Appliances		500.00	
Furniture & Fixtures		600.00	
Musical Instruments		100.00	
TOTAL EDUCATIONAL			25,600.00

PHYSICAL PLANT

Salaries			
Engineer	3,660.00		
Gardener	1,500.00		
Others	100.00	5,260.00	
Operation			
Sundry Expenses		150.00	
Travel Expense		1,500.00	
General Expense		1,500.00	
Heat and Light		5,000.00	
Plant Supplies		900.00	
Boiler Expense		100.00	
Insurance		400.00	
Capital			
Gas Contract		1,440.00	
Repairs & Replacements			
Land & Improvement		300.00	
Building and Fixtures		200.00	
Machinery and Appliances		800.00	
Petty Equipment		500.00	
Furniture and Fixtures		500.00	
TOTAL PHYSICAL PLANT			18,550.00

FARM

Salaries			
Maintenance	2,760.00		
Operation			
Auto Expense		50.00	
Stock & Poultry		150.00	
Seeds and Plants		40.00	
TOTAL FARM			3,000.00

SUBSISTENCE

Salaries

Relief Matrons	7,500.00		
Kitchen Supervisor	3,900.00		
Others	100.00	11,500.00	
Food Purchased		18,000.00	
Clothing and Dry Goods		3,500.00	
Drugs and Medicines		2,000.00	
Household		1,000.00	36,000.00

754-1	General Administration Expenditures	27,350.00
754-4	Superintendents Salary	5,000.00
754-3	P.E.R.S.	1,500.00
754-1	Educational System	24,978.00
754-2	Teachers Retirement	622.00
754-1	Farm	3,000.00
754-1	Physical Plant	18,550.00
754-1	Subsistence	36,000.00
		117,000.00

754-1	Salaries & Expenses	109,378.00
754-2	Teachers Retirement	622.00
754-3	P.E.R.S.	1,500.00
754-4	Salary Superintendent	5,000.00
		117,000.00

STATE OF MONTANA

STATE BOARD OF EXAMINERS

Hon. J. Hugo Aronson	Governor
Hon. Arnold H. Olson	Attorney General
Hon. S. C. Arnold	Secretary of State

STATE BOARD OF EDUCATION

EX-OFFICIO MEMBERS

Hon. J. Hugo Aronson	Governor
Hon. Arnold H. Olson	Attorney General
Miss Mary M. Condon	State Superintendent of Public Instruction

APPOINTED MEMBERS

Mrs. George Chambers	Cut Bank, Montana
Merritt Warden	Kalispell, Montana
Dr. Emmet J. Riley	Butte, Montana
George N. Lund	Reserve, Montana
Mrs. F. H. Petro	Miles City, Montana
Horace Dwyer	Anaconda, Montana
Clarence Popham	Corvallis, Montana
A. B. Guthrie	Great Falls, Montana

LOCAL EXECUTIVE BOARD

Mrs. I. W. Choate	Helena, Montana
Mrs. Paul Kropp	Choteau, Montana
Mrs. Ralph Wiggenhorn	Billings, Montana
Mr. Cedric Thompson	Helena, Montana
Mr. James Easby	Helena, Montana

VOCATIONAL SCHOOL PERSONNEL

Administrative

Ruby A. Miller	Superintendent
Annette L. Lewis	Field Visitor
Nellie McKnight	Business Manager
Eunice Bishop	Part-Time Assistant Superintendent and Grade Teacher
Elaine Hoover	Clerk-Typist and Relief Teacher

Maintenance

Martin Van Diest	Engineer
Brice Vercellin	Maintenance Commissary
Joe John	Handy Man - Helper

COTTAGE PERSONNEL

CANADAY HALL

Relief and Head Matron	Mrs. Marie Flaherty
Morning Matron	Mrs. Ida McConaha
Afternoon Matron	Mrs. Rhena Leffler
Kitchen Supervisor	Mrs. Jennie Davidson
Night Matron	Mrs. Elizabeth Pickett

MARIA DEAN COTTAGE

Morning and Head Matron	Mrs. Emma Dunn
Afternoon Matron	Mrs. Lucile Howery
Night Matron	Mrs. Katherine Keckler
Kitchen Supervisor	Mrs. Lurlie Merritt
Relief Matron	Mrs. Mary Fletcher

EDUCATIONAL STAFF

High School Principal	Mrs. Mildred Fredregill
Grade School	Mrs. Eunice Bishop
Home Making	Mrs. Geraldine Leary
Social Studies and Science	Mrs. Evelyn Massman
Commercial	Miss Myrtle Marks
Music	Mrs. Isabelle Giulio
Orchestra	Mr. Carl Ortloff
Cosmetology	Miss Millicent Smigaj
General Math	Miss Ruby A. Miller

TO THE HONORABLE J. HUGO ARONSON, GOVERNOR
AND MEMBERS OF THE STATE BOARD OF EDUCATION

GREETINGS:

Following is the Quarterly Report of the State Vocational School for Girls for the period beginning January 1, 1956 and ending April 1, 1956:

Inmate Care days for January 1956	1689	@ 50¢ per day	$ 844.50
Inmate Care days for February 1956	1864	@ 50¢ per day	932.00
Inmate Care days for March 1956	2191	@ 50¢ per day	1,095.50
TOTAL	5744		$2,872.00

POPULATION REPORT

Third Quarter 1955-1956 JANUARY, FEBRUARY, MARCH 1956

	On Rolls	Residence	Absent	Parole
January 1, 1956	95	59	2	34
Add New Girls	19	19		
Subtract Discharges	-3	-1		-2
Returned to School from Parole		2		-2
Paroled from School		-3		3
Resident to Absent		-4	4	
TOTALS April 1, 1956	111	72	6	33

ACTIVITIES REPORT

With the new year of 1956 the Vocational School for Girls had several new projects.

Mnsgr. Harrington of the Catholic Charities has provided services for the Catholic girls. We have mass on Sundays at 7:30 a.m. Every other Friday, James Flaningan, also of Catholic Charities, visits the school for interviews and conferences with Catholic girls.

The new inter-communication system was installed the first week of January and provides a two-way system of communication from the office to all cottages and buildings. This replaced an old system that was frequently out of service.

On January third Mr. Maurice Strickland, boiler inspector from Industrial Accident, checked the building and heating plants of Adair Hall, Stewart Hall, and Canaday Hall. We received Certificate of Safety Inspection on these three buildings.

All the employees of the school are now covered by Social Security, retroactive to January 1, 1955.

During this quarter our students have enjoyed dances in the gymnasium on January 11, February 14 and March 16. Music for these occasions was provided by a grant from the Trust Funds of the Recording Industries obtained by the cooperation of Local 642 American Federation of Musicians.

On January 14 twenty-three District Judges of the State of Montana had lunch at the School. We were happy to have this group visit us. The orchestra and chorus entertained the group. Also on the 14th, thirty-six members of the American Legion Auxiliary, who were in Helena attending a State meeting, visited the school.

The orchestra and chorus entertained at Fort Harrison open house on February 5.

Five of our students performed at Tryout Theatre in Helena on March 8, 9 and 10.

Two of our students are practicing with the Helena Symphony Orchestra.

Twelve of our girls attended the concert of the Helena Symphony on February 26 at the Civic Center in Helena.

Miss Ruth Bartlett from the Denver office of the Children's Bureau visited the school in January.

Mrs. Halverson of the Montana Power Company presented lighting and cooking demonstrations for the Freshman and Sophomore classes in Home Economics.

During this quarter we have issued mittens, nightgowns, coats and dresses to our students.

The Senior class has earned enough money to have their pictures taken by a studio in Helena and to order invitations for graduation.

The Superintendent, Miss Ruby A. Miller, represented the Montana Conference of Social Welfare at the January 25 meeting of the Montana Council for Children and Youth.

Miss Miller attended the National Conference of Superintendents of Correctional Institutions for Women and Girls at Chicago, February 20-22.

The 20th Century Studio took ping-pong pictures of all the girls in the school on Sunday, March 11.

Our school was represented by Annette Lewis, Field Visitor, at the Montana Mental Hygiene Association meeting in Butte on March 23 and 24.

Respectfully submitted,

Ruby A. Miller

Ruby A. Miller, Superintendent
Vocational School for Girls

TRIAL BALANCE

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on February 29, 1956.

11	General Administration - Operation	22,065.99	
12	General Administration - Capital	325.93	
13	General Administration - Rprs. & Rpls.	2,151.65	
14	General Administration - Inventory	3,154.78	
21	Educational System - Operation	18,515.48	
22	Educational System - Capital	411.91	
23	Educational System - Rprs. & Rpls.	689.21	
24	Educational System - Inventory	6,256.38	
21-A	Farm - Operation	2,030.37	
31	Physical Plant - Operation	10,782.24	
32	Physical Plant - Capital	4,527.19	
33	Physical Plant - Rprs. & Rpls.	3,072.71	
34	Physical Plant - Inventory	488,107.27	
41	Subsistence - Operation	24,290.91	
521-1	General Administration - General Appropriation		80,127.46
521-2	General Administration - P. E. R. S.		832.53
521-3	General Administration - Teachers' Retirement		540.54
521-4	General Administration - Superintendent's Salary		3,333.28
521-7	General Administration - Communication System		1,750.00
521-9	General Administration - Station Wagon		1,846.61
528	Income Due from Counties		6,053.00
54	Lease of Land		506.00
611	Cash in Office	0	
612	Cash in Bank (School Account)	591.26	
612	Cash in Bank (Student Account)	1,195.98	
625	Accounts Receivable	27,182.85	
625-1	Accounts Receivable (Special)		473.53
63	Advance by State Treasurer	636.37	
628	Remittance to General Fund	5,744.00	
72	Claims Pending		0
73	Inmates' Deposits		1,195.98
74	Contingent Fund		435.96
75	Due State of Montana		636.37
8	Surplus		524,001.22
		621,732.48	621,732.48

FINANCIAL STATEMENT

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on February 29, 1956.

521-1	General Administration	- General Appropriation		109,878.00
521-1	General Administration	- Re-Appropriation		474.48
521-2	General Administration	- P. E. R. S.		1,500.00
521-3	General Administration	- Teachers' Retirement		622.00
521-4	General Administration	- Salary - Superintendent		5,000.00
521-5	General Administration	- Garage - Repairs to Adair		15,000.00
521-7	General Administration	- Communications		2,500.00
521-8	General Administration	- Furniture and Beds		4,000.00
521-9	General Administration	- Transportation		2,550.00
521-11	General Administration	- Trust (Advance-Advance)		1,000.00
				142,524.48
521-1	Expenditures to Date	- General Appropriation		80,127.46
521-2	Expenditures to Date	- P. E. R. S.		832.53
521-3	Expenditures to Date	- Teachers' Retirement		540.54
521-4	Expenditures to Date	- Superintendent's Salary		3,333.28
521-7	Expenditures to Date	- Communication System		1,750.00
521-9	Expenditures to Date	- Station Wagon		1,846.61
				88,430.42
521-1	Cash Balance	- General Appropriation		30,225.02
521-2	Cash Balance	- P. E. R. S.		667.47
521-3	Cash Balance	- Teachers' Retirement		81.46
521-4	Cash Balance	- Superintendent's Salary		1,666.72
521-9	Cash Balance	- Station Wagon		703.39
521-7	Cash Balance	- Communication System		750.00
521-5	Cash Balance	- Garage and Repairs to Adair		15,000.00
521-8	Cash Balance	- Furniture and Beds		4,000.00
521-11	Cash Balance	- Trust (Advance-Advance)		1,000.00
				54,094.06
11	General Appropriation	- Operation		22,065.99
13	General Appropriation	- Repairs and Replacements		2,151.65
21	Educational System	- Operation		18,515.48
23	Educational System	- Repairs and Replacements		689.21
21-A	Farm	- Operation		2,030.37
31	Physical Plant	- Operation		10,782.24
33	Physical Plant	- Repairs and Replacements		3,072.71
41	Subsistence			24,290.91
				83,598.56
12	General Administration	- Capital	325.93	
22	Educational System	- Capital	411.91	
32	Physical Plant	- Capital	4,527.19	5,265.03
				88,863.59
521-1 thru 9		88,430.42		
625-1	Accounts Receivable Spec.			433.17
				88,430.42

Cost of Operation	88,430.42	
Inmates' Days	12106	
Per Capita Cost		7.3046